NC E-Procurement

Online Shopping

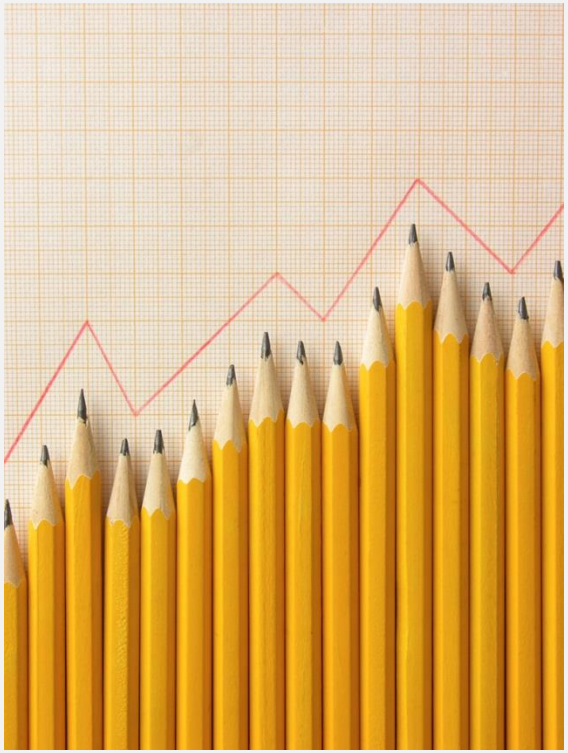
FBS Summer Conference

July 2015

"I value the use of the NC E-Procurement System. My colleagues like the fact that their orders are transmitted directly, speeding up the process and excluding the step of them having to submit them to the vendors."

General Statistics

- More than **4.5 Million** purchase orders and over **$32 Billion** in spend has processed through the NC E-Procurement system
- Over **10,000** NC users from almost **200** different entities currently use NC E-Procurement.
- Over **50,000 vendors** are registered in the NC E-Procurement system.



Benefits

NC E-Procurement provides the tools to improve the way the State of North Carolina purchases goods and services.

- There are more than **450 electronic catalogs** representing over 135 Statewide Term Contracts available to users

- Users are empowered to use online requisitioning with direct access to State Term Contracts via **online catalogs**

- Orders and internal approvals are **routed electronically** and maintained for accountability – **paper free!**

Recent Awards

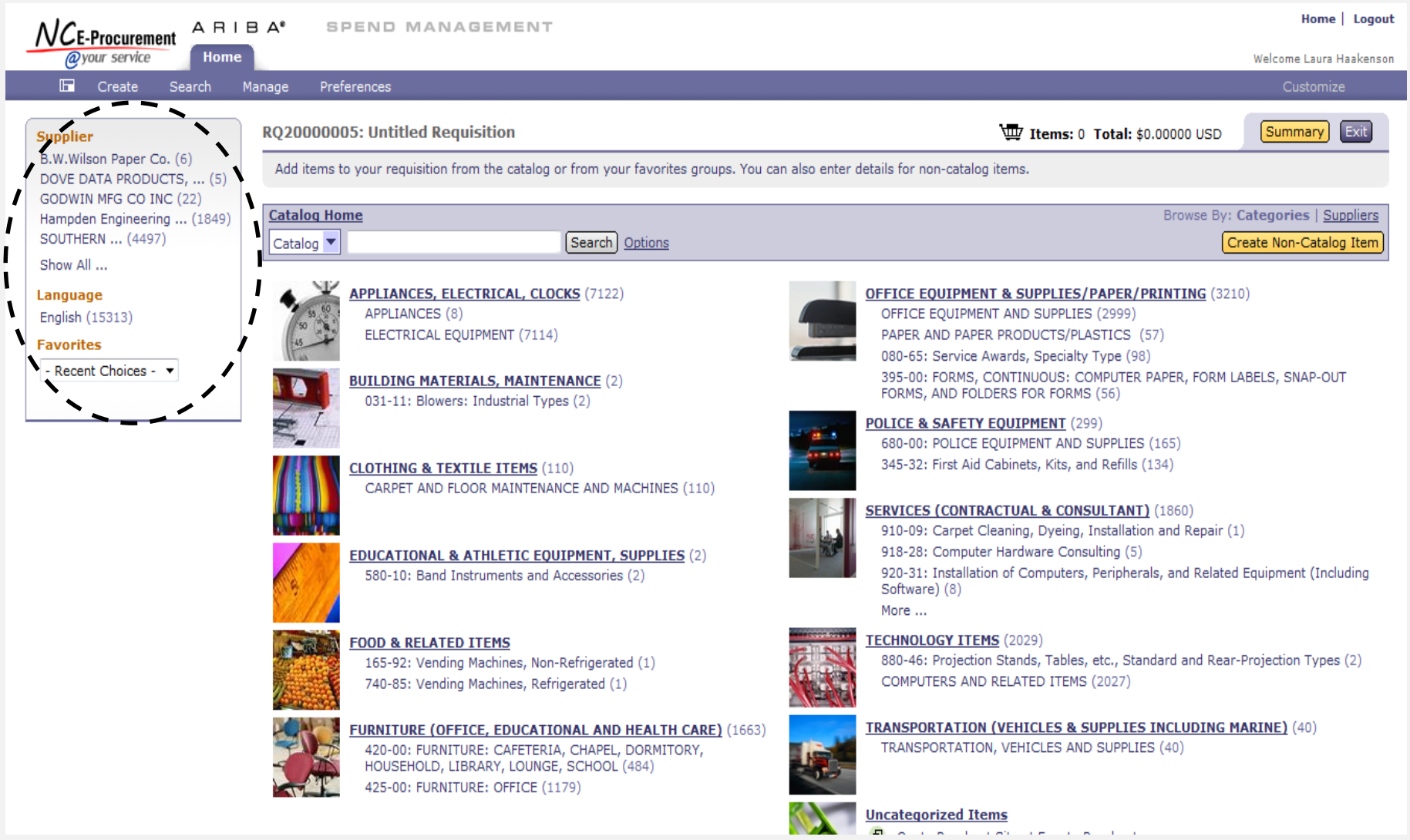
Since March 2014, the Division of Purchase and Contract announced several new Statewide Term Contracts:

- **615A** – Office Supplies was awarded to Forms & Supply and is projected to offer 31% savings on general office supplies.
- **645A** – Office Paper is expected to generate a 9% savings on office paper over historical purchases. Tiered pricing adds further discount opportunities for larger volume orders.
- **445B** – Maintenance, Repair, and Operations (MRO) was awarded to Grainger. It consolidated several previously separate contracts.
- **And Fuel contracts:**
  - 405A – Propane
  - 405B – Diesel
  - 405C - Gasohol

Catalogs

- NC E-Procurement online catalogs provide an online shopping experience to the end user, which includes:
  - The ability to search for a specific item on Statewide Term Contract
  - The ability to conduct a side-by-side item comparison
  - The ability to note commonly ordered items as “favorites”, allowing quick access in the future
- Catalog line items are pre-populated with Pricing, Contract, Commodity, and Supplier Specific information, allowing end users to quickly add the items to their requisition and Suppliers to quickly process the purchase orders

Catalog Demo



Training Opportunities

- **10 Web Based Trainings & 40 Job Aids**
  - *Self-paced online training modules*
  - *Printable job aids with screenshots*
  - *http://eprocurement.nc.gov/Training.html*
- **Onsite Training**
  - *Free on an as needed basis*
  - *eptraining@doa.nc.gov*
- **Dedicated Training Environment**
  - *Hands on experience for new users or trying Approval Flows*

The NC E-Procurement Help Desk is manned by highly-trained and friendly IT customer service agents dedicated to serving you!

Agents are available for assistance

7:30am – 5pm

Monday through Friday

888-211-7440, Option 1

ephelpdesk@its.nc.gov

"The NC E-Procurement system has been a very productive change for our school system. We are very pleased with placing our orders for the schools and the turnaround time for our orders being delivered."